

## **State of Nevada IT Work Force Committee**

### **Agenda & Meeting Minutes**

**Meeting Name:** IT Workforce Monthly Meeting

**Facilitator:** Rossalyn Hoid

**Recorder:** Kelly Chandler

**Date:** 07-17-01

**Time:** 1:30 to 2:30

**Location:** Dept. of Education Conference Room

#### **Attendees**

<b>Name</b>	<b>Attend ✓</b>	<b>Name</b>	<b>Attend ✓</b>
Rossalyn Hoid	✓	Terry Savage	✓
Wally Voskuil	✓	Kathy Ryan	✓
Jim Demme		Gary Stagliano	
Bill Vance		Allan Rogers	
Chuck Conner	✓	Barry Morgan	✓
Dorothy Martin	✓	Kareen Masters	✓
Rochelle Summers	✓	Mel Watson	
Peggy Martin	✓	Madilyn Maire	✓

#### **Agenda**

<b>Time</b>	<b>Subject</b>	<b>Presenter</b>
1:30	Call to Order	
	Open Discussion	
	Presentation	Linda Brunson
2:30	Close meeting and set next meeting date	

#### **Open Discussion**

1.	The committee discussed the different subcommittees and decided that the IT Workforce Committee needed to address the issues together as a group so there will be no subcommittees formed. The first issue to be addressed will be that of class specifications and the committee will work together to bring the specifications of the IT workforce up to date.
2.	Class studies are an occupational group study and personnel cannot commit the resources of the department to that kind of a study at the moment. They work with different agencies to update class specs to remove outdated terminology and reflect duties more clearly the way they are being performed today compared to when the class specs were developed. When they are not working with an occupational study they are working with NPD 19's. There needs to be consistency in how the class concepts are being interpreted but a consensus on interpreting them a little more broadly so that things can be included with out creating a new class. It takes 18 months to complete an occupational study so they need a mechanism to fine tune between the 18-month study because they become so outdated very quickly. A compromise could be visiting each class spec separately and bring them up to date as quick as we can by looking at the existing specs and try to fix them and make them more workable without doing an occupational study. Each committee member to list the class specs in the order of importance to review.
3.	Some suggested having class specs more generic so that they are more flexible to meet the required needs of this industry. Some agencies are trying to classify their clerical staff in the IT group so where is the fine line between IT Computer Specialist and clerical? What would the feasibility be if you kept the same class specs but had a tier? For example at the bottom of the tier being a trainee with generic requirements and at the top with technical expertise and also looking at the salary structure. All of this is done in an occupational study. Could get broader classifications if you make grade 41's and above unclassified

4.	The committee agreed that it was a good idea to make IT positions grades 41 and above unclassified and present this to the legislature as a united IT Workforce. The discussion also included making all IT positions unclassified regardless of the grade of the position.
5.	The committee will prioritize what issues need the most attention.

### Decisions

Item No.	Decision	Rationale	Impact	Date
1.	There will be no subcommittees			7-17-01
2.	The next meeting will be August 21 <sup>st</sup> from 1:30-3:00 at the DoIT Large Conf. Room			7-17-01

### Action Items

Item No.	Date Opened	Description	Assigned To	Status	Date Closed
1.	7-17-01	DoIT is going to deal with the issue of the contracting problems and report back.			
2.	6-12-01	Turnover Rate and Reasons	Peggy	August	
3.	7-17-01	Each committee member to list the class specs in the order of importance to review.	Everyone	Due to Peggy Martin by August 16,2001	

### Approved By

Signature	Name	Role	Date